



Or Hadash: A Reconstructionist Congregation
190 Camp Hill Road, Fort Washington, PA 19034
(215) 283-0276

Building Rental / Reception Details

All rentals are coordinated by Rabbi Erin Hirsh, Director of Administrative Reorganization.

Please contact her for date availability and further information. RabbiErin@OrHadash.com

1. Photography & Music

There are no music or photo restrictions during any reception. There are, however, photo restrictions during the service. Photographers are limited to the back of the sanctuary, are asked to keep movement to a minimum, and flash is not permitted during the service. The Ark may not be opened except by specific prior arrangement. Liability requirements are detailed in our Rental Contract. A more complete description is provided to B'nai Mitzvah parents at the annual orientation.

2. Room Use, Set-up & Supplies / Capacity / Building Regulations

If you are having a reception immediately after services, a cocktail hour may take place in the Community Room or on the porch and patios, weather permitting. The caterers usually need 45 minutes to transform the Sanctuary for a buffet or sit-down affair. We currently have 10 round tables (standard 60-inch diameter), which seat 8 people each (using the synagogue's upholstered chairs). Congregants may rent additional round tables, linens, china, and silverware through the caterer. Renters / Caterers are responsible for room set-up (i.e., putting away chairs from service, and setting up round tables and chairs for reception seating).

The Sanctuary holds 120 – 140 people with no dance floor or 100 people with a dance floor. Some congregants have had 120 with dancing. Most of our renters have a walk-through of the building with their caterer to review room set-up and table arrangements.

3. Caterers / Kashrut Policy / Kitchen Use

It is not necessary to use a kosher-certified caterer, but all events held at the synagogue must conform to the synagogue's Kashrut Policy. (See attached.) Liability requirements are detailed in our Building Regulations policy. Contact the caterer for references. The kitchen counters and refrigerator may be used as a staging area for the caterers; but food should not be prepared in the kitchen and the synagogue's utensils, sink, and supplies should not be used. There is no oven, nor is there sufficient counter space for meal preparation. Neither food nor beverages are prepared or provided by the synagogue.

4. Rental Rates / Dates / Contracts

See the rental rates on the attached sheet. If you wish to rent the building, complete, and submit the event request form and a rental contract as soon as possible.

5. Or Hadash Staffing

Or Hadash will provide one person to act as Shamas to open and close the building, and to be on the premises during an event to attend to ritual items and for building security. If you require additional assistance, contact Please contact Rabbi Erin Hirsh, Director of Administrative Reorganization, RabbiErin@OrHadash.com, at least four weeks prior to the event to discuss the possibility of hiring our custodian at your expense during your event.



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Rental Fees

Length of Event	Member Rate	Non-Member Rate
Up to 2	\$350 suggested donation*	\$700
2 – 5 hours	\$600 suggested donation*	\$1,200
Sunday/Holiday Surcharge <ul style="list-style-type: none"> This is applied when staff costs are higher because of date of event. 	\$30.00 per hour	\$60 per hour
Event Overages <ul style="list-style-type: none"> This is applied when events extend beyond allotted rental times. 	\$75 per 30 minutes	\$175 per 30 minutes
Security Guards	If you wish to hire a security guard, OH will contact the company we work with and pass on the direct costs of the security guard to you. Cost is roughly \$40/hour and there is a 4-hour minimum.	

***Members' Suggested Donations** are intended to cover all Or Hadash overhead costs for events. These costs include costs for utilities, custodian, Shamas, and time that the staff spends on event planning.

A regular *Kiddush* following a service (which is open to Or Hadash members as well) is free of rental charge if it is limited to one hour and the family provides refreshments. (Trays will be set out by the Shamas.) However, if a caterer provides the food, rental charges will accrue in conformance with the rental contract.

If you wish to rent the building for your event, please complete and submit an Event Request Form and Rental Contract to Nadine Canter, along with a check for your initial deposit (one half of the rental fee). The balance is due sixty (60) days prior to the function and should be sent to Or Hadash in the form of a check or through ShulCloud.

Should you have any questions or require additional information, please contact Rabbi Erin Hirsh, Director of Administrative Reorganization, RabbiErin@OrHadash.com.